

STATE OF NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES
OFFICE OF LICENSING/ INSPECTION/VIOLATION REPORT

Center Name: Tiny Hands Learning Center	Center ID#: 01DIS0001	County: Atlantic
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Address: 6760 Washington Avenue	City: Egg Harbor Township	Zip Code: 08234	Email: atrt3@hotmail.com
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Phone: 609-892-4741	Fax:	Initial Inspection: 12/3/2014	License Status: R 12/2/15
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Due Date(s):*	12/17/2014	1/30/2015	2/27/2015	3/25/2015	4/29/2015	6/9/2015
Date(s) Reinspection:	1/15/2015	2/13/2015	3/11/2015	4/15/2015	5/26/2015	6/25/2015
Due Date(s):*	8/10/2015					
Date(s) Reinspection:	7/8/2015	8/12/2015				
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Center is in compliance with requirements as of: Transferred **Reinspection occurs on or soon after due date*

Outstanding violation transferred to renewal dated 12/3/14. / Phone Call: 7/8/15

Renewal ☐
 Initial ☐
 Monitor ☒
 Increase ☐
 Age Change ☐
 Relocation ☐
 New Sponsor ☐
 Space Evaluation ☐
 Complaint # ☐

Date Cited M/D/Year	Date Abated M/D/Year	Based on a inspection(s) conducted by the Office of Licensing (OOL) the above date(s), the center needs to take the following actions in order to come into compliance with the MANUAL OF REQUIREMENTS FOR CHILD CARE CENTERS (N.J.A.C. 10:122):
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Supervision, Staff/Child Ratios & Space

		<input type="checkbox"/> 1. Provide 2 staff to work with the children: when 6 or more children are present; on any field trip, outing, or special event away from the center regardless of transportation; or with more than 12 school-age children on walks.
		<input type="checkbox"/> 2. Ensure that children are supervised by a staff member at all times, including at off-site locations.

Notes:

		<input type="checkbox"/> 3. Develop and implement a method to keep track of all children, including at off-site locations.
		<input type="checkbox"/> 4. Maintain required staff to meet ratios: when children are awake; sleeping; on premises during naptime.

Notes:

		<input type="checkbox"/> 5. Limit group size to 12 infants (under 18 months), 20 children for early childhood or 30 children for school-age
		<input type="checkbox"/> 6. Assign a primary caregiver for group of 4 infants and 6 toddlers.
		<input type="checkbox"/> 7. Post the center's license in a prominent location in each building.
1/15/2015	2/13/2015	<input checked="" type="checkbox"/> 8. Operate within the center's licensed capacity and within each room's capacity.

Notes:

		<input type="checkbox"/> 9. Identify and maintain space requirements for all rooms approved by the OOL for children's use; make unapproved space inaccessible to children.
2/13/2015	6/25/2015	<input type="checkbox"/> 10. Ensure the children's health, safety and well-being.

Notes:

Activities & Discipline

		<input type="checkbox"/> 11. Provide a sufficient variety of age-appropriate activities.
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Note: If number is checked, see attachment page(s) for clarification.

1/15/2015	2/13/2015	<input checked="" type="checkbox"/> 12. Provide age-appropriate time frames for each activity.
1/15/2015	4/15/2015	<input checked="" type="checkbox"/> 13. Provide enough supplies, furniture and equipment for the required activities.
		<input type="checkbox"/> 14. Provide daily structured and unstructured indoor and outdoor energetic physical activity that promotes coordination and movement skills: 30 minutes for children in care less than 4 hours; 60 minutes for children in care more than 4 hours. Avoid inactivity for more than 30 minutes unless eating or sleeping.
12/3/2014	3/11/2015	<input type="checkbox"/> 15. Develop policies/plans for use of TV/computer/video by children: under 2 years; over 2 years; with special needs; in care less than 4 hours; in care more than 4 hours.
		<input type="checkbox"/> 16. Ensure use of TV/computer/video is educational/instructional and age/developmentally appropriate, and not used as a substitute for planned activities or for passive viewing.
		<input type="checkbox"/> 17. Significantly limit the use of TV/computer/video for children under the age of 2.
2/13/2015	3/11/2015	<input type="checkbox"/> 18. Use positive methods of guidance and discipline consistent with children's age and developmental needs; prohibit corporal and/or emotional punishment.

Notes:

		<input type="checkbox"/> 19. Ensure staff do not withhold active play times as a means of discipline unless a child's actions or behavior present a danger to themselves or others.
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Nutrition & Rest

		<input type="checkbox"/> 20. Provide nutritious food and beverages that comply with the manual/CACFP standards including a variety of fruits and vegetables and a high portion of whole grains; limit foods high in solid fats, added sugar, trans fats, and sodium. (Refer to CACFP standards at (www.fus.usda.gov/cnd/care/childcare.htm))
12/3/2014	2/13/2015	<input type="checkbox"/> 21. Provide cribs that meet CPSC standards and maintain documentation on file.
		<input type="checkbox"/> 22. Provide infants/toddlers with opportunities to leave their sleeping equipment to crawl, walk and play.
		<input type="checkbox"/> 23. Ensure children 12 months and younger are initially placed in a face-up sleeping position unless indicated in writing by child's health care provider.

Administration & Parent Involvement

		<input type="checkbox"/> 24. Designate someone in the center to carry out the director's responsibilities when the director is absent.
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Program Records

12/3/2014	4/15/2015	<input type="checkbox"/> 25. Complete and maintain at the center the staff records checklist.
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Notes:

12/3/2014	4/15/2015	<input checked="" type="checkbox"/> 26. Ensure that Child Abuse Record Information (CARI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
12/3/2014	4/15/2015	<input checked="" type="checkbox"/> 27. Ensure that Criminal History Record Information (CHRI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
		<input type="checkbox"/> 28. Hire and submit the required documentation for the following: director; head teacher; group teacher; program supervisor.

Notes:

12/3/2014	2/13/2015	<input type="checkbox"/> 29. Maintain record of annual staff training on use of fire alarms and emergency evacuation procedures including evacuation and lock down.
2/13/2015	4/15/2015	<input checked="" type="checkbox"/> 30. Ensure that all full-time staff complete 10 hours annual training with 2 hours in each of the following core areas: child growth and development; positive guidance and discipline; health and safety.
		<input type="checkbox"/> 31. Ensure that the director, head teacher, group teacher and program supervisor complete 20 hours of annual training in 1 or more of the following: professional development approved by Professional Impact New Jersey or the National Child Care Association, or equivalent staff development in three or more of nine specific management areas including physical activity, special needs programming, & ADA guidelines.
		<input type="checkbox"/> 32. Ensure that 2 staff members who have current certified basic knowledge of first aid principles and CPR are at the center at all times when enrolled children are present.
		<input type="checkbox"/> 33. Review, at least annually, a list from the Consumer Product Safety Commission (CPSC) regarding unsafe products and provide staff and parents with CPSC website www.cpsc.gov/cpscpub/prereel/prereel.html

Sanitation & Diapering

1/15/2015	2/13/2015	<input checked="" type="checkbox"/> 34. Wash and disinfect: toilet training chairs and potty seats after each use; diapering surfaces after each use; toys mouthed by infants and toddlers after each use; mats after each use unless stored separately; sleeping equipment weekly; sheets and blankets weekly; tables before each meal.
1/15/2015	5/26/2015	<input checked="" type="checkbox"/> 35. Ensure that children wash their hands with soap and running water: before intake of food; after using the toilet; after having a diaper change; and as needed.
		<input type="checkbox"/> 36. Ensure that staff wash their hands with soap and running water: before preparing or serving food; after assisting a child in toileting; after changing diapers; after contact with body fluids or secretions; and as needed.

Note: If number is checked, see attachment page(s) for clarification.

Health & Fire Safety

		<input type="checkbox"/> 37. Obtain and maintain on file a current health certificate.
		<input type="checkbox"/> 38. Obtain and maintain on file a current fire certificate.
12/3/2014	1/15/2015	<input checked="" type="checkbox"/> 39. Conduct and document monthly fire drills during each session provided at the center and evacuate all children within 3 minutes.
		<input type="checkbox"/> 40. Ensure the center's fire protective systems are operative at all times.
12/3/2014	6/25/2015	<input checked="" type="checkbox"/> 41. Develop and post prominently on every floor of the center an emergency plan including evacuation, disaster and lockdown procedures.
		<input type="checkbox"/> 42. Ensure that all exits and egress areas are unobstructed, and exit doors are easily operable.

Notes:

		<input type="checkbox"/> 43. Ensure that illuminated exit signs and emergency lighting are operable at all times.
		<input type="checkbox"/> 44. Ensure that fire extinguishers are serviced and tagged annually, and recharged if necessary.
		<input type="checkbox"/> 45. Remove excess storage and/or combustibles from the furnace room.

Bathroom & Kitchen Facilities

		<input type="checkbox"/> 46. Ensure all toxic substances and medications are inaccessible to children.
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Notes:

Building Maintenance

12/3/2014	3/11/2015	<input checked="" type="checkbox"/> 47. Keep all surfaces clean and in good repair.
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Notes:

		<input type="checkbox"/> 48. Provide 1 of the 4 monitoring options listed in the manual.
12/3/2014	3/11/2015	<input checked="" type="checkbox"/> 49. Repair and/or paint surfaces in specified areas:

Notes:

		<input type="checkbox"/> 50. Ensure that indoor and outdoor equipment is sturdy, safe and free of hazards.
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Notes:

Outdoor Play Area, Equipment and Maintenance

		<input type="checkbox"/> 51. Provide and maintain play equipment to meet public playground design standards (ASTM F-1487) as specified by the Consumer Product Safety Commission (CPSC). (Not for profits by 10/18/14)
		<input type="checkbox"/> 52. Provide and maintain resilient surfacing (ASTM F-1292) and use zones under all play equipment that subjects children to a fall as specified by the CPSC.
		<input type="checkbox"/> 53. Take necessary action to remove outdoor hazards.

Notes:

ALERT: Effective 8/6/14, stackable cribs are prohibited.

☐ See attached Transportation Inspection/Violation page.

Inspector(s) Name(s)

Angela Ross 12/3/14

Denise Galazzo 2/13/15

Angela Ross 4/15/15 / Angela Ross 5/26/15

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
39	12/3/2014	1/15/2015	Ensure fire drills are executed within 3 minuets.	Delete
41	12/3/2014	6/25/2015	Provide an alternate site for emergency evacuation. Submit documentation.	Delete
47	12/3/2014	1/15/2015	Remove broken blinds throughout center.	Delete
47	12/3/2014	1/15/2015	Ensure that the diapering mat located in the baby room is in good repair.	Delete
49	12/3/2014	1/15/2015	Sand and paint the utility table located in the baby room.	Delete
47	12/3/2014	1/15/2015	Ensure that all doors and door jams are clean throughout center.	Delete
47	12/3/2014	3/11/2015	Ensure that floor including behind the toilets and baseboards are clean.	Delete
47	12/3/2014	2/13/2015	Clean the yellow bench located in the bathroom.	Delete
47	12/3/2014	3/11/2015	Clean vents in each classroom including bathrooms throughout the center.	Delete
47	12/3/2014	1/15/2015	Ensure that the vents in each bathroom are operable.	Delete
47	12/3/2014	1/15/2015	Clean carpets in room 3 & 4	Delete
500	12/3/2014	3/11/2015	Increase the light in room 5.	Delete
47	12/3/2014	1/15/2015	Remove the stains from the ceiling in the hallway near room 5.	Delete
501	12/3/2014	1/15/2015	Ensure that trash cans in each classroom used for food are provided with a lid.	Delete
502	12/3/2014	3/11/2015	Ensure all microwave ovens are out of the reach of children.	Delete
49	12/3/2014	1/15/2015	Sand and paint the bookcase located in room 3.	Delete
503	12/3/2014	2/13/2015	Remove clutter from room 3.	Delete
504	12/3/2014	1/15/2015	Ensure that staff do not use the microwave for storage. - Room 4	Delete
505	12/3/2014	1/15/2015	Ensure that the ledge located in the hallway is free of dust.	Delete
506	12/3/2014	2/13/2015	Test for the presence of radon gas and post the test results in a prominent location.	Delete
507	12/3/2014	Transfer	Maintain on file the life/hazard use registration certificate applicable to licensed capacity/ages served. (Transferred to renewal dated 12/3/14.)	Delete
508	12/3/2014	2/13/2015	Post the center's discipline policy in a prominent location.	Delete
8	1/15/2015	2/13/2015	Ensure that each room operates within licensed capacity; room 5 has a max capacity of 8, per observation 9 children were present.	Delete
13	1/15/2015	4/15/2015	Provide age appropriate seating equipment in room 5; the children present were too big for the bucket seats.	Delete
12	1/15/2015	2/13/2015	Ensure that children are not permitted to remain sleeping in a bouncy seat for more than thirty minutes; per observation a child in room 1 was permitted to sleep in a bouncy seat for over 60 minutes.	Delete
34	1/15/2015	2/13/2015	Ensure that food related items- ie food prep, bottles, dishes, cups, are washed and disinfected in a sink - that is not utilized for handwashing- room 5	Delete
35	1/15/2015	5/26/2015	Ensure that children wash and disinfect their hands after having a diaper change- room 1	Delete
47	1/15/2015	3/11/2015	Repair or replace broken or stained ceiling tile in rooms 6 & 7.	Delete
509	1/15/2015	3/11/2015	Provide sheets and blankets for the cots and mats, throughout the center.	Delete
510	1/15/2015	2/13/2015	Remove electric space heater, in room 5.	Delete
511	1/15/2015	2/13/2015	Ensure that each driver of a Type I or Type II School Bus possesses a valid CDL in at least a Class B or Class C, with a passenger endorsement.	Delete
512	1/15/2015	2/13/2015	Maintain transportation records at the center : copy of registration record.	Delete
513	1/15/2015	3/11/2015	Ensure that the driver of a school bus conducts 2 emergency evacuation drills annually.	Delete
514	1/15/2015	4/15/2015	Cease transportation of children in vehicles which violate MVC and DCF regulations. (Review of documentation concluded that the vehicle meets licensing requirements.)	Delete
10	2/13/2015	5/26/2015	Ensure children are afforded the opportunity to use the bathroom when necessary. In order to maintain adequate ratios staff denied child access to the bathroom. Provide an action plan regarding - if additional staff is not readily available to assist and is needed.	Delete
18	2/13/2015	3/11/2015	Use positive methods of discipline- staff in rm 5 strapped a children in a bucket seat, when she refused to sleep.	Delete
8	4/15/2015	6/25/2015	There were 11 children present in room 5. The licensed room capacity for room 5 is 8. Ensure that each room operates within the licensed capacity.	Delete

Note: If number is checked, see attachment page(s) for clarification.